

# OAK GROVE SCHOOL DISTRICT

## JOB DESCRIPTION

### **I. TITLE OR CLASSIFICATION**

Intermediate School Teacher – Mathematics

### **II. POSITION DESCRIPTION**

As part of an Intermediate School teaching assignment, teaches one or more classes of Mathematics to pupils in Grades 7 and 8 and assists in other school programs as assigned.

#### **A. Major Duties and Responsibilities**

1. For Children  
Assess pupil needs and prescribe appropriate learning activities to develop concepts in designated subject areas.
2. To Parents  
Prepare evaluations and communicate with parents on individual pupil progress and needs.
3. To School/Staff  
Assist in selecting books, instructional aids, and supplies. Assist in formulation and enforcement of school policies and procedures.
4. To District  
Maintain competence through professional growth activities during released time.
5. Other Duties and Responsibilities  
Supervise pupils in out-of-classroom activities during the school day and be involved in an equitable share of extra-curricular school and community activities.
  1. Specific Responsibilities (subject areas, if applicable)
    1. Establish and maintain standards of pupil behavior needed to provide an orderly, productive classroom environment.
    2. Creates student interest with teacher-made materials when appropriate to subject matter.
    3. To use standardized and teacher-made materials to ascertain student needs and evaluate student progress in mathematics

4. A willingness to work with other members of the staff and share new ideas and suggestions.
5. Keep abreast of new developments in mathematics through publications and professional organizations and workshops provided by and/or sponsored by the district.

**III. ORGANIZATIONAL RELATIONSHIPS**

**(Make a note of any mixed or shared responsibility for supervision and evaluation.)**

- A. Supervised by: Principal/Department Chairman
- B. Evaluated by: Principal/Department Chairman

**IV. MINIMUM QUALIFICATIONS**

- A. State minimum requirements or equivalent (credential).
- B. Compatibility with other members of the department.
- C. Other requirements according to departmental responsibilities.
- D. An adequate background in mathematics

**V. SPECIAL CONDITIONS OF EMPLOYMENT (When applicable)**

An understanding that an Intermediate Teacher is a teacher of children rather than subject area.